

Emergency Action And Fire Prevention

LOOK. LISTEN. LEARN.

Be aware.

Fire can happen anywhere.™

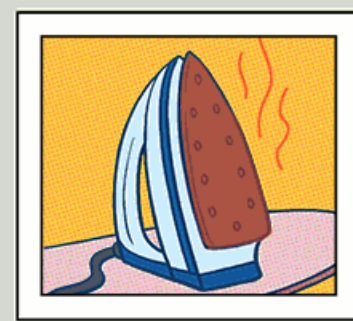
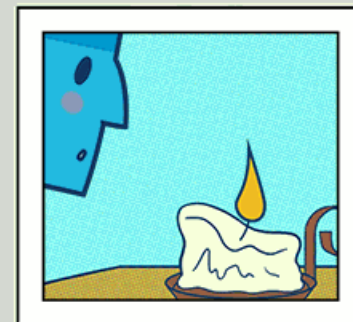
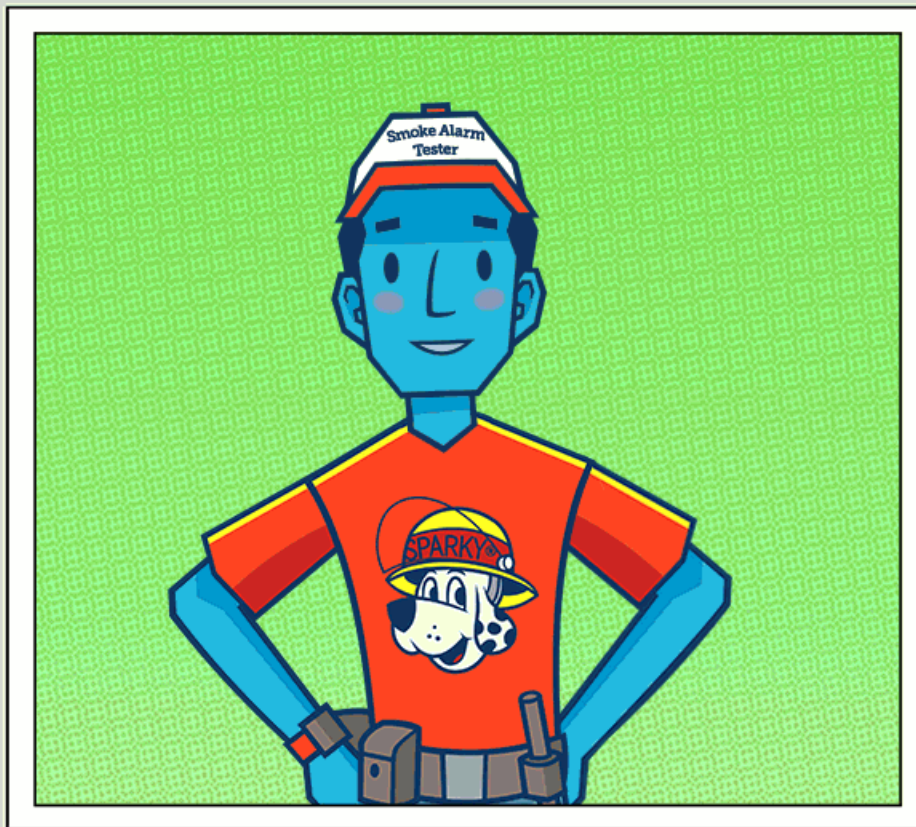
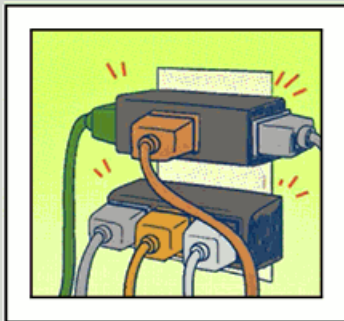
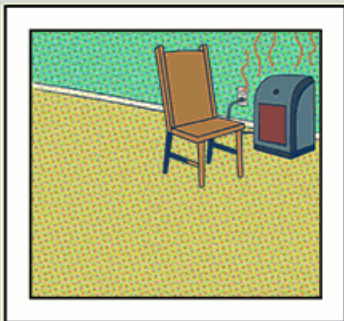
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OCTOBER 7-13, 2018

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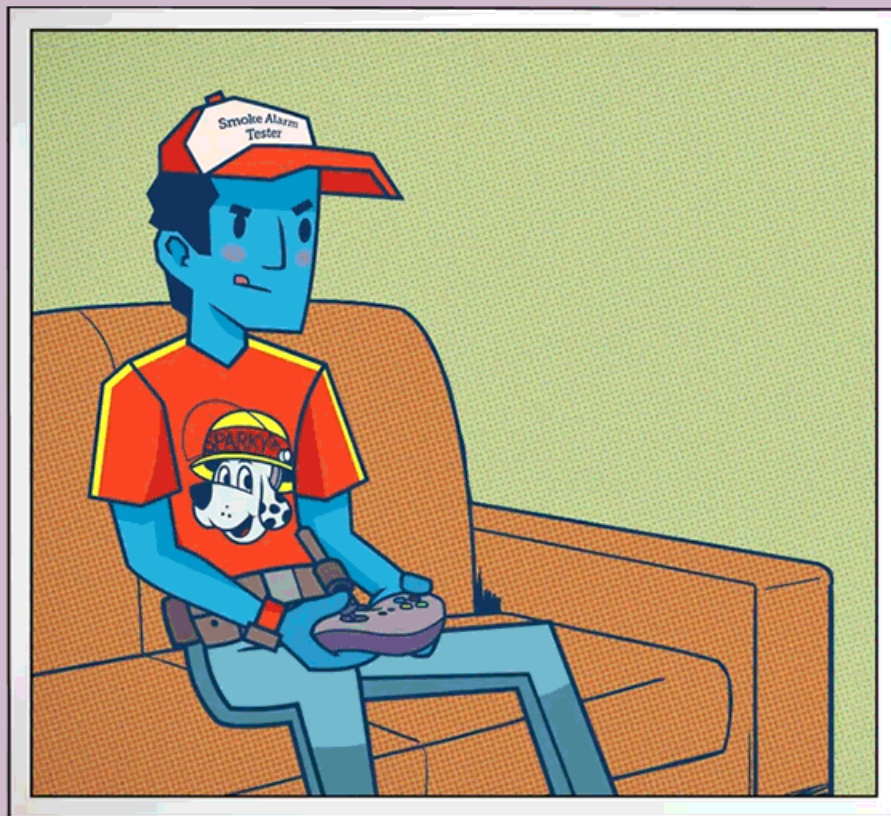
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LOOK around your home for fire hazards.
Take the necessary steps to fix them.

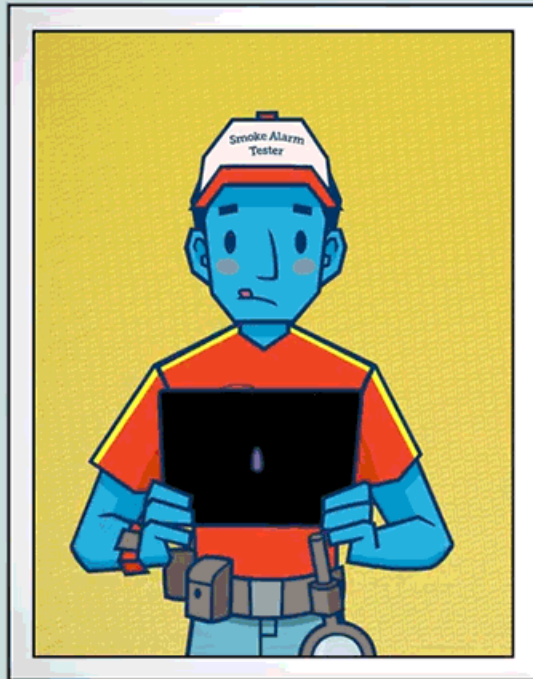


LOOK. LISTEN. LEARN.

LISTEN for the sound of the smoke alarm.
When the smoke alarm sounds, get outside
and stay outside.



LEARN two ways out of every room. Have an outside meeting place a safe distance in front of your home where everyone can meet.



Prequiz:

How Much Do You Know?

FALSE

You should always try to put out a workplace fire with an extinguisher rather than evacuating.

FALSE

The only workplace hazard that could lead to an emergency is a fire.

TRUE

Good housekeeping helps prevent workplace fires.

FALSE

Evacuation of the building is always the proper response for any kind of workplace emergency.

Are You Prepared for a Workplace Emergency?

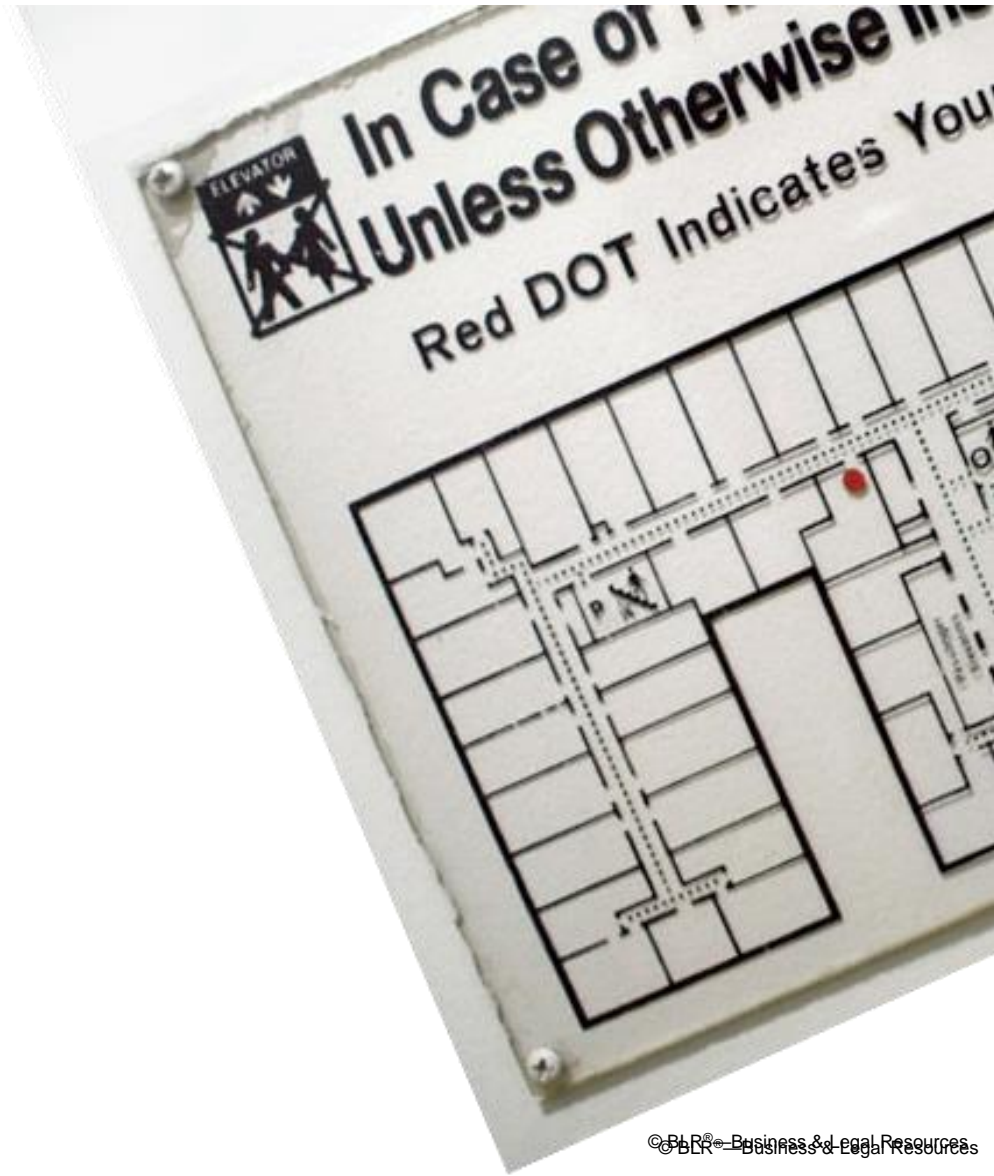
Would you know how to survive this?

**State of Georgia has it's share of workplace emergencies.
In FY2018 we had over \$24,000,000 in projected property losses.**

Emergency Plans:

Does your Location have them in place?

- Individuals in charge
- Evacuation procedures
- Fire hazards and prevention
- Fire response procedures
- Fire protection equipment
- Response procedures for other emergencies
- Training information



Fire Hazards;

Do you understand what it takes for a fire to occur?

- Fuel
- Ignition source
- Oxygen



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LOOK for Electrical Hazards

Electrical Hazards:

Overloaded
electrical systems

Damaged
wiring/cords/plugs

Defective
equipment

Preventive Measures:

Don't overload circuits
and outlets

Check for wear or damage

Only use approved
extension cords

Only use approved equipment
near flammable materials

Turn off faulty equipment



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LOOK for Flammable liquid Hazards

- Storage
- Dispensing
- Spills
- SDSs
- Labels
- Smoking



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- **Leak**
- **Odor**
- **Hiss of gas**
- **Visible discharge**
- **Dust**



LOOK for Hazardous Discharge or Release Hazards

Workplace Violence

FINAL
EDITION

The
Times

EXTRA!
EXTRA!

Former employee kills workers at manufacturing plant



Exercise

Causes of emergencies: Can you ID the hazards?

- **Fires**
- **Electrical problems**
- **Hazardous discharges**
- **Flammable materials**
- **Violence**
- **Natural disasters**



LEARN the Evacuation Process

- Alert others
- Get out of danger
- Activate alarm
- Follow reporting procedure



Evacuation: Emergency Contacts

- **Emergency coordinator**
- **Response teams**
- **Fire department**
- **Police**
- **Ambulance**

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LEARN the Evacuation Assignments

- Coordinators
- Evacuation assistants
- Shutdown
- Medical
- Fire/Hazmat



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- Evacuation routes
- Assembly area
- Drills
- Fire exits

Learn



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LEARN the Evacuation Procedures

- Signal
- Get to safety
- Shutdown
- Emergency duties
- Evacuation
- Assembly area

Exercise

Put evacuation procedures in the correct order.

1

Listen for instructions

2

Shut down equipment

3

Perform emergency assignment

4

Follow evacuation route

5

Proceed to assembly area

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Fire Prevention: Housekeeping

- Keep dust under control
- Dispose of oily rags appropriately
- Don't allow combustibles to accumulate
- Keep emergency exits clear
- LOOK for the Hazards



Fire Response

- Activate alarm
- Use extinguisher if trained
- Evacuate



Types of Extinguishers

A —Combustibles

B —Flammables

C —Electrical

D —Combustible metals

K —Kitchen fires

Multipurpose



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LEARN: How to Use a Fire Extinguisher Effectively

- Pull
- Aim
- Squeeze
- Sweep

PASS



Spill Prevention

- Handle/store safely
- Watch for hazardous discharge
- Inspect containers
- Report damage/leaks



Image courtesy of Spillcontainment.com

Spill Response

- Remove ignition sources
- Evacuate
- Help others
- Report spill



Exercise

Fill in the blanks.

You can help prevent *fires* by making sure combustible trash and scrap don't accumulate in your work area.

You can help prevent hazardous material spills by *inspecting* containers regularly for damage or leaks.

You should try to fight only a *small* , *contained* fire with a fire extinguisher.

If you spot a fire, alert coworkers, get to a safe place, and activate the *alarm* .

KEY POINTS TO

REMEMBER

- Be prepared for all types of emergencies
- Prevention is easier and safer than emergency response
- Know evacuation routes, emergency procedures, and assignments
- Take fire drills seriously and participate actively
- If you have questions, ask your supervisor



Risk Management



Department of Administrative Services
Improving efficiency, compliance and workforce performance

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